

RESOLUTION NO. 172-2022-2024

TO: THE HONORABLE CHAIR AND MEMBERS OF THE PORTAGE COUNTY BOARD OF SUPERVISORS

RE: REVISION TO PORTAGE COUNTY ORDINANCE 3.11 COUNTY HUMAN RESOURCES POLICY, 3.11.9.2 – HEALTH INSURANCE

WHEREAS, currently there are various effective dates for the different benefits Portage County offers employees as part of the County benefit package; and

WHEREAS, having consistent effective dates is less confusing for employees, eases administration for staff, and reduces the opportunity for errors especially for the benefits that require payroll premium deductions; and

WHEREAS, the Human Resources Committee on October 5, 2023, approved changing the benefit effective date, starting January 1, 2024, to be first of the month following date of hire for dental, life, and disability insurance; and

WHEREAS, the Human Resources Committee also approved recommending to County Board changing the effective date for the health insurance to first of the month following date of hire starting January 1, 2024; and

WHEREAS, changing the effective date for the health insurance will also change the effective date for the health savings account and wellness incentive program to the first of the month following date of hire; and

WHEREAS, the County Board is required to review and take action on amendments to the Human Resource Policies when such amendments alter and/or revise policies previously established by County Board resolution and the health insurance effective date is the only effective date in the Portage County Ordinance.

FISCAL NOTE: There is no need for a budget adjustment or further appropriates to carry out this resolution. The funds necessary for this resolution are incorporated into the 2024 budget.

NOW, THEREFORE, BE IT RESOLVED, that the Portage County Board of Supervisors hereby approves, adopts, and enacts the attached amendment to Portage County Code of Ordinance 3.11.9.2 – Health Insurance to be effective January 1, 2024.

Dated this 1st day of November, 2023.

RESPECTFULLY SUBMITTED,
Date: October 5, 2023

PORTAGE COUNTY
HUMAN RESOURCES COMMITTEE:

Aye
Larry Raikowski, Chair

Aye
Vinnie Miresse, Vice Chair

Aye
Matt Jacowski

Aye
Chris Doubek

Aye
Steve Cieslewicz

3.11.9.2 HEALTH INSURANCE

General Provisions - Group health insurance is available to County permanent employees who average a minimum of 20 hours per week. ~~If an employee is hired on the 15th day of the month or earlier, then coverage is effective the first day of the following month. If an employee is hired the 16th day of the month or later, the coverage is effective the first day of the month following twenty-eight (28) calendar days of~~ Coverage is effective the 1st of the month following date of hire employment following contingent upon submission of appropriate forms selection. Any change in status (e.g., adding newborn child, adding or removing spouse from coverage) must be submitted to the Human Resources Department within thirty-one (31) calendar days of the date of change.

The County may from time to time change the insurance carrier and/or self-fund if it elects to do so. Refer to the health benefit plan booklet for the specific details of the health plan.

It is understood that amendments to the Master Plan may be made from time to time for clarification and in accordance with generally accepted insurance industry practices and policies. The Master Plan is on file in the Human Resources Department. The County Executive in consultation with the Human Resources Director will administer the Master Plan.